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MARYLAND SCHOOL FOR THE DEAF BOARD OF TRUSTEES

Meeting Minutes
May 20, 2011
Frederick Campus

FREDERICK
CAMPUS
101 Clarke Place
P.O. Box 250
Frederick,
MD 21705-0250

301.360-2000
240-575-3800 VP
301.360.2001 TTY
301.360.1400 FAX
www.msd.edu



Frederick Campus
Established 1868

Columbia Campus
Established 1973



Maryland School for the Deaf
does not discriminate on the basis
of race, color, sex, age, national
origin, religion, or disability in
matters affecting programs,
activities, or employment
practices.

MEMBERS PRESENT: Benjamin Bahan, Ph.D.; Sheryl B. Cooper, Ph.D.; Laurie Corcoran; John Ertel, Ph.D.; Ernest Hairston, Ph.D.; Sandra Harriman; Robin Kittleman; David Martin; Angela McCaskill, Ph.D.; Heather Zeolla

MEMBERS ABSENT: Rosalyn Hannibal-Booker; Ricardo Hernandez, Ph.D.; Cynthia Neese-Bailes, Ph.D.; Khadijat Rashid, Ph.D.

ASSISTANT ATTORNEY GENERAL: Demetria Tobias, Esq.

INTERPRETERS: Myra Foley; Rebekah Satterfield

President Benjamin Bahan called the meeting to order at 9:47 a.m.

A **MOTION** was made to approve the Agenda – **SECONDED – PASSED.**

A **MOTION** was made to approve the February 2011 Open Session Minutes– **SECONDED - PASSED.**

President's Report: President Bahan stated that the Board will recognize two retirees, Mr. Charles Poyer, Jr. and Ms. Connie Briscoe-Woodruff at the September 9, 2011 Board meeting. President Bahan stated that elections for officers will take place today and that he was willing to continue to serve with the Board's approval.

Vice President's Report: No report.

Secretary's Report: No report.

Treasurer's Report: Dr. Ertel explained that the Maryland School for the Deaf Foundation (MSDF) provides him with progress reports regarding the funds MSDF manages on behalf of the Board. Dr. Ertel then stated that in a previous meeting several members suggested that the Board should have input on how the Board's funds are invested. Dr. Ertel explained his position on this stating that he was not educated enough with regards to financial investments to make these decisions, but he welcomed any recommendations from the Board that he would then share with the

Foundation, should the Board want to handle its investments differently.

President Bahan stated that the Board gave \$6,000 to the ASDC conference that will be hosted at MSD and the Board did incur some expenses this year for Board gifts. Dr. Ertel explained that the typical expenses are what the Board decides to fund/pay for. The Board pays a prorated fee for its share of the financial audit and memorabilia for retired Board members. Other than that the Board really doesn't have any expenses. Dr. Ertel suggested that the Board pay for a retreat.

President Bahan stated that at 11:30 a.m. the Board would recognize the Academic Bowl Team so be prepared to come up with some questions to challenge them. President Bahan added that the Athletic Department has won a lot of events/titles this year as well.

Superintendent's Report: Superintendent James E. Tucker stated that there were many high points as well as many anxious points this school year. The Academic Bowl team won for a 2nd year in a row now and it's a tough tournament. Half of the Academic Bowl team are seniors and they are on the senior trip now along with one of the coaches. The team has brought a lot of positive PR to the school. Superintendent Tucker shared the news with the Maryland Legislators and the team was invited by Delegate Guzonne and Senator Young to be introduced on both house floors. The team did not get to meet with the Governor as he was out of town but they did get to meet his Deputy Chief of Staff, Ms. Peggy Watson.

Superintendent Tucker stated that a former MSD teacher, Ms. Michelle Shearer was selected as the National Teacher of the Year. Ms. Shearer attended a recognition ceremony hosted by President Obama on the White House lawn and during the President's remarks he mentioned MSD twice.

Superintendent Tucker stated that the challenges faced by MSD this year were the loss of the Frederick Campus Principal, Lisa Houck early in the school year and the upcoming retirement of Columbia Campus Principal, John Snavlin. Superintendent Tucker stated that a new Principal for the Frederick Campus has been selected; Mr. Kevin Strachan will assume his new role on July 1st, 2011. Three candidates were interviewed for the Columbia Campus Principal position however the community felt that the search should continue and so the position remains open and the hope is that a candidate will be selected in time to start the new school year.

The budget for FY12 is good. It is flat-funded but that is fine given most places are experiencing cuts to their budgets. The numbers indicate that the budget has been reduced by 1.5% but that reflects the new health insurance expense so the actual operating costs and salaries remain the same.

The cycle begins for the FY13 budget next month. Superintendent

Tucker stated he has some concerns due to the challenges that were faced when putting together the FY12 budget. There were a lot of questions from the State, especially on the school's governance. Deputy Chief of Staff, Peggy Watson, has assured Superintendent Tucker that the State is not targeting MSD; rather the government is reviewing all of the smaller agencies for efficiency. Superintendent Tucker stated that there may be a big battle this summer and that he would need to call on the Board for support. Dr. Ertel suggested that whenever Superintendent Tucker goes to the State he should talk to them about the savings that MSD offers the State because the school produces productive members of society verses people living on welfare.

Superintendent Tucker stated that there are currently 492 students enrolled at MSD. This number reflects infants through High School at both campuses. A large senior class of 44 students will graduate this year; 37 will receive Maryland High School Diploma's and 7 will receive a Certificate of Program Completion.

Another highlight of the year was the opening the new cafeteria just a few weeks ago. When the weather is nice the new facility offers students the choice to eat outside on the new patio. The old elementary building will be taken down over the summer. There has been some delay due to the need to perform an asbestos abatement. Once the building is down construction on the new bus loop will begin. During the last legislative session MSD received the design money for the new emergency notification system. During the spring 2012 legislative session MSD will ask for the equipment money for the new notification system.

Preparations for the reaccreditation are moving along. Later today the revised Beliefs and Profile of Graduates will be presented for the Board's consideration.

The ASDC conference is coming soon. The Board's money has gone to support Maryland families in need so that they may attend the conference.

NAD President Dr. Bobbie Beth Scoggins has accepted the invitation to be this year's commencement speaker.

Superintendent Tucker closed by sharing with the Board CEASD's efforts in persuading the US Congress and USDOE that IDEA needs to be rewritten to reflect that the needs of every deaf and hard of hearing child should be discussed before an educational placement is determined. The name of the campaign is "Child First." Superintendent Tucker encouraged the members of the Board to visit the CEASD website to learn more. Dr. Ertel suggested that the individuals involved with this campaign seek out people in power who have deaf family members to support both the school and the "Child First" campaign.

Executive Committee Report: No report at this time.

Education Committee Report: No report at this time. The committee met this morning to review the MSD Parent/Student Handbooks.

FM/FM Report: The committee did not meet however the committee will meet in the morning before the September Board meeting. There is no report at this time.

Personnel Committee: Dr. McCaskill was the only member present for the Personnel Committee so she spoke on the committee's behalf. The committee met this morning to review the MSD Employee Handbook. Dr. McCaskill stated that she missed the last 2 meetings but it is her understanding that the Board approved the change to the Certification Policy.

Student Life Committee: Mr. Martin stated that they met with the Dean of Students, Rex Moers. Mr. Moers plan and vision for the Student Life Program are very nice. Mr. Moers has a good rapport with the Cafeteria Staff, the Maintenance Department, and other MSD staff members. Mr. Moers stated that he is seeing morale improve in the dorms and he is envisioning changes such as new furniture, Wi-Fi access, etc. to further improve the program. Mr. Martin closed by stating that it was a very positive experience visiting with Mr. Moers and learning about the dorm program that MSD offers.

Superintendent Tucker stated that Wi-Fi involves security issues that would need to be resolved before it can be available to students. Inappropriate web-sites would need to be blocked. Mr. Martin stressed that what we do at home should be what we do in the dorms to ensure that the dorms are as homelike as possible. Dr. Ertel stated that the biggest impediment for Wi-Fi access might be the inside wall structure of the buildings here on campus.

President Bahan asked for Mr. Martin's recommendations for the Parent/Student Handbook. Mr. Martin stated that his committee was satisfied with the handbooks.

Trusteeship Committee: Ms. Harriman stated that there are a total of 19 seats on the Board and that currently 14 of the 19 are filled therefore there are 5 vacancies. Ms. Harriman shared 3 names with the Board for the Board's consideration as possible new members. The Board approved the committee's recommendations and asked that their paperwork be submitted to the Governor's Appointments Office as soon as possible. Ms. Corcoran shared with the Board that the Trusteeship Committee is responsible for providing the new Board members with an orientation and training. Ms. Corcoran stated that Ms. Hannibal-Booker has provided her with an excellent packet in which the committee can use as a model to generate an orientation packet for new members.

Mr. Martin expressed a desire for future Board members to be selected based on approval of the community like is done in

Indiana. Superintendent Tucker suggested to Mr. Martin that Mr. Martin try to recruit another MSD alumnus to join the Board. Mr. Martin expressed approval.

Update on Accreditation presented by Marcia Virts, Lead Internal Coordinator for 2010-2011 Accreditation Planning Team:

Ms. Virts read through the hand-out that was distributed to the Board and then introduced Ms. Tara Holloway as one of the Internal Coordinators for the Frederick Campus. Ms. Virts explained to the Board that the Accreditation Planning Team is currently working on the Objectives which will be based on the data that they are collecting which is meant to assess both the strengths and the weaknesses here at MSD. The Objectives will incorporate those areas that need improvement.

A **MOTION** was made to approve the revised Belief Statements – **SECONDED - PASSED.**

A **MOTION** was made to approve the Profile of Graduates – **SECONDED - PASSED**

Introduction of the Academic Bowl Team: Ms. Edna Johnston introduced herself as the Assistant Coach and explained that Head Coach, Mr. Patrick Rosenburg and the other half of the Team, who are seniors, are on a senior trip. Underclassmen, Ethan Sonnenstrahl and Andrew Biskupiak, introduced themselves to the Board and explained that the Academic Bowl had a new format this year. All of the competing teams traveled to Gallaudet and participated in the event there. President Bahan congratulated the team on their success and told them they represented MSD well. President Bahan told Ethan and Andrew that they will need to carry the team next year so they should keep up the training and the good work.

New Business: A **MOTION** was made to approve both the Frederick and Columbia Campuses Parent/Student Handbooks with modifications discussed at the handbook meeting this morning – **SECONDED - PASSED.**

A **MOTION** was made to approve the Employee Handbook – **SECONDED - PASSED.**

Superintendent Tucker explained that currently there are 4 out-of-state students attending MSD but this year some of that tuition money had to go to the State. Superintendent Tucker also stated that the tuition rate for out-of-country students would be the same rate as the out-of-state tuition.

A **MOTION** was made to approve the Out-of-State Tuition rate – **SECONDED - PASSED.**

Superintendent Tucker explained the basis of the Staffing Plan is to show that the Maintenance of Effort is being met and that all of the special education funds received are being spent on special

education. A copy of the Staffing Plan is submitted every year with the application to apply for special education funds from the federal government.

A **MOTION** was made to approve the Staffing Plan with the corrections noted – **SECONDED - PASSED**.

Open Forum: No one signed up.

New Business Continued: A **MOTION** was made to elect Dr. Benjamin Bahan to the office of President for a second term – **SECONDED - PASSED**.

A **MOTION** was made to elect Ms. Laurie Corcoran to the office of Vice-President – **SECONDED - PASSED**.

A **MOTION** was made to elect Ms. Rosalyn Hannibal-Booker to the office of Secretary – **SECONDED - PASSED**.

A **MOTION** was made to elect Dr. John Ertel to the office of Treasurer – **SECONDED - PASSED**.

A **MOTION** was made to appoint Dr. Ernest Hairston, Mr. David Martin, and Dr. Sheryl Cooper to serve on the Executive Committee – **SECONDED - PASSED**.

Members of the Executive Committee are: Dr. Benjamin Bahan; Ms. Laurie Corcoran; Ms. Rosalyn Hannibal-Booker; Dr. John Ertel; Dr. Sheryl Cooper; Dr. Ernest Hairston; Mr. David Martin

Changes to the Board Committees are: Ms. Corcoran resigned from the Education Committee and was named Chair of the Trusteeship Committee. Ms. Heather Zeolla joined both the Student Life Committee and the Trusteeship Committee.

Board meeting dates for the 2011-2012 school year are:

Friday, September 9th, 2011 at Columbia
Friday, November 18th, 2011 at Frederick
Friday, February 10th, 2012 at Columbia
Friday, May 18th, 2012 at Frederick

Old Business: The Board decided it would be best to have the retreat once new Board members are appointed.

Assistant Attorney General, Demetria Tobias, explained that potential new Board members could be invited to attend meetings as guests to see how the Board conducts business but could not act as Board members. The Board can also invite guests to attend the retreat but they could attend as guests only.

President Bahan stated that the Executive Committee will plan the retreat. Topics for the retreat should include the different Board committees and how can they be more proactive. Building cooperation between the board and the school. School

Administrators should be invited to be involved with this process. The Board needs to figure out its boundaries. Dr. McCaskill suggested that the Board review the by-laws. At the fall meeting possible dates and locations will be proposed.

Self-evaluation based on a scale of 1-5 with a rating of 1 being not effective and a rating of 5 being effective:

Mr. Martin – 4 I feel it was productive. It was a good meeting we did a lot. I feel more involved and this room offers closer seating and better light which I like.

Ms. Corcoran – 4 This meeting moved along and I felt more involved.

Dr. Hairston – 3.5 The committee meetings this morning were good but they didn't end on time so it took some time away from the full Board meeting.

Ms. Kittleman – 4 I enjoyed seeing the new cafeteria. It fits well with the rest of the campus.

Dr. Ertel – 4 I felt it was productive. I was surprised by the many changes in the handbooks.

Ms. Zeolla – 4 I do feel more involved.

Dr. Cooper – 4 There wasn't a lot of "meat" to the meeting. I'm happy I asked a lot of questions.

Ms. Harriman – 4

Dr. McCaskill -

Dr. Bahan –

A **MOTION** was made to adjourn at 2:05 p.m. – **SECONDED – PASSED.**

Respectfully,

Rosalyn Hannibal-Booker